



County of Los Angeles CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

Board of Supervisors
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Second District

ZEV YAROSLAVSKY
Third District

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Fourth District

MICHAEL D. ANTONOVICH
Fifth District

March 30, 2007

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

IMPLEMENTATION OF THE HOMELESS PREVENTION INITIATIVE - CONTRACT AMENDMENT WITH NONPROFIT INDUSTRIES INC. (dba SOCIALSERVE.COM) FOR INTERNET-BASED HOUSING DATABASE WEBSITE SERVICES

At the March 27, 2007 Board meeting, Supervisor Burke requested the Chief Administrative Office (CAO) to provide a report on the status of a proposed amendment to the contract with SocialServe.com for the development of an internet-based housing database website to accelerate deliverables related to the County Housing Authority's Section 8 vacancy listings as a means of expediting the ability of Section 8 voucher holders to find housing. On December 19, 2006, your Board approved a joint recommendation submitted by the CAO and the Community Development Commission (CDC) to delegate authority to the CAO to execute a sole source agreement with SocialServe.com to create an internet-based housing database website for Los Angeles County for a maximum contract sum of \$356,900. Your Board also delegated authority to the CAO to increase the maximum contract sum by no more than 10 percent of the contract amount, provided sufficient funding is available.

Please be advised that the CAO and CDC have been working with the contractor on a revised Scope of Work to accomplish the acceleration of deliverables related to the County Housing Authority's Section 8 vacancy listings for several weeks. The revised Scope of Work will require that the contract be amended to increase the maximum amount from \$356,900 to \$392,590. We believe the net increase of \$35,690 meets the 10 percent delegated authority amendment contingency previously approved by your Board.

Each Supervisor
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The draft Scope of Work is currently being reviewed by County Counsel and the Auditor-Controller to ensure that we are appropriately implementing our delegated authority to change the Scope of Work and to increase the contract amount. We anticipate the review and decision will be completed within the next couple of weeks and will advise your Board as early as possible regarding execution of the contract amendment.

For your information, the Executive Director of the CDC has agreed to reimburse the County's Homeless and Housing Program Fund (HHPF) for the cost of this expedited work related to Section 8 vacancy listings. This is necessary so that the HHPF maintains contingency funds to assist other Homeless Prevention Initiative programs as needed. In addition, we anticipate that the total cost of the expedited Section 8 vacancy listing work may exceed the 10 percent cost amendment delegated to the CAO; any additional cost augmentation will require your Board's approval and a Board letter will be filed in the future for this purpose.

Should you have any questions, please contact me or your staff may contact Lari Sheehan of my staff at (213) 893-2477 or lsheehan@cao.lacounty.gov.

DEJ:LS

KH:LR:hn

c: Community Development Commission
County Counsel
Executive Officer, Board of Supervisors